



TOWN OF HARTFORD SELECTBOARD MINUTES

Tuesday, February 8, 2022, 6:00pm
Hartford Town Hall, 171 Bridge Street, White River Junction, VT 05001

**This meeting was conducted in person at Town Hall
and on Zoom, You Tube and Live CATV8**

Present: Dan Fraser, Chair; Joseph Major, Vice-Chair; Dennis Brown, Member; Lannie Collins, Member; Michael Hoyt, Member; Tracy Yarlott-Davis, Town Manager; Lana Livingston, Administrative Assistant; Brett Mayfield; Heidi Duto

Zoom Participants: Ally Tufenkjian, Selectboard Member; Hannah Tyler; Lori Hirshfield; Mike Morris, Daryl Herrick;
Cathy Melocik

Absent: Kim Souza, Clerk

Zoom Participants:

I. Call to Order the Selectboard Meeting at 6:07pm by Chair, Dan Fraser.

II. Pledge of Allegiance was recited.

- 1. Local Liquor Control Board:** Selectboard Chair, Dan Fraser recessed the Selectboard Meeting and opened the Local Liquor Control Board.

Renewals

- a. Squeaky Wheel, Incorporated Doing Business As: The Filling Station Restaurant & Lounge 70 Gates Street, White River Junction, VT 05001. (1st and 3rd Class)

Selectboard Member, Dennis Brown made the motion to approve the 1st and 3rd Class Liquor Licenses to Squeaky Wheel, Incorporated Doing Business As: The Filling Station Restaurant & Lounge, 70 Gates Street, White River Junction, VT 05001. Selectboard Vice Chair, Joe Major seconded the motion. Five were in favor and 1 (Fraser) abstained. The motion passed.

- b. Wolf Tree Hospitality, LLC Doing Business As: Wolf Street, 40 Currier Street, White River Jct., VT 05001. (1st, 3rd and Outside Consumption)

Selectboard Member, Lannie Collins made the motion to approve the 1st, 3rd and Outside Consumption Liquor License to Wolf Tree Hospitality, LLC Doing Business As: Wolf Street, 40 Currier Street, White River Jct., VT 05001. Selectboard Member, Mike Hoyt seconded the motion. Five were in favor and 1 (Fraser) abstained. The motion passed.

- c. Quechee General Store, Inc. Doing Business As: Quechee General Store, 5573

Woodstock Road, Quechee, VT 05059. (2nd Class)

- d. Summit Stores, LLC Doing Business As: Summit Stores, 18 and 42 Sykes Mountain, White River Junction, VT 05001. (2nd Class)

Selectboard Vice Chair, Joe Major made the motion to approve 2nd Class Licenses to Quechee General Store, Inc. Doing Business As: Quechee General Store, 5573 Woodstock Road, Quechee, VT 05059 and Summit Stores, LLC Doing Business As: Summit Stores, 18 and 42 Sykes Mountain Ave., White River Junction, VT 05001. Selectboard Member, Dennis Brown seconded the motion. Five were in favor and 1 (Fraser) abstained. The motion passed.

- e. *Jake's Quechee Market, Doing Business As: Jake's Quechee Market, 7161 Woodstock Road, Quechee, VT 05059. (2nd Class) – not ready for approval at this time.*

Selectboard Chair, Dan Fraser closed the Local Liquor Control Board and reopened the Selectboard Meeting at 6:12 PM.

****Added Item: VT Bond Bank 2022 Series 1 Bond Sale**

- TIF Project 1 - Construction of 2nd Phase of the South Main, North Main and Gates Streets Roadway and Related Improvements
- TIF Project 2 - Construction of the South Main Street Parking Lot

Selectboard Member, Lannie Collins made the motion to adopt the reviewed bond documents from Primmer Piper Eggleston & Cramer PC dated February 4, 2022 and designate the Selectboard Chair as the Duly Authorized person for all other necessary documents to execute the Bond Sale.
Selectboard Vice Chair, Joe Major seconded the motion. All were in favor and the motion passed.

III. Order of Agenda - No Changes

IV. Selectboard

1. Public Comment:

Mike Morris from Hartford asked follow up questions previous meetings.

- 1.) He has asked for the total cost of the cleanup projects on Prospect Street and the South Main Street parking lot. 2.) He would like to know the number of employees (department heads) that are still working from home. There were no answers to these questions at this meeting.

Mr. Morris also asked why the sidewalk of the Covered Bridge in Quechee is closed. It is 89 feet and no other way for pedestrians to cross the river except to walk in the road. He asked that it could be looked into and stressed that it needs to be kept open. Town Manager Yarlott-Davis said she would look into it.

Mr. Morris also asked for some explanation why it has taken so long to have answers he has asked at the Selectboard meetings.

Daryll Herrick from Hartford asked to have a procedure set to answer questions that citizens have asked the Selectboard and Town Manager.

The current procedure per the Town Manager's Report is:

"In order to facilitate communication with our community stakeholders, please email your questions or concerns to the Town Manager (tyarlott-davis@hartford-vt.org) as well as Board Chair Dan Fraser (dfraser@hartford-vt.org), and copy the Vice Chair Joe Major (jmajor@hartford-vt.org). We will acknowledge receipt of your email within 24 business hours and work to answer your question or concern or provide you with the appropriate non-town agency for your inquiry. "

Mr. Collins suggested putting a time limit on when the answer would be available, perhaps in "2 weeks."

After much discussion, Vice Chair, Joe Major suggested that this topic be put on as an item on the next agenda.

2. Selectboard Comments and Announcements

Selectboard Member, Dennis Brown asked about the format of the Budget/Candidates Night. As it stands, people will have to wait to ask their questions until both the School and Town do their presentations. He worries if there will not be time for everyone to ask their questions. He suggests that there will be a question period directly after each presentation. Mr. Brown also commented that the Town Budget presenter was never discussed at a Board meeting. According to the schedule that was published, The Town Manager will be presenting. He wanted to know how that decision came about. He hopes that everyone concerned will be able to answer questions, not just the Town Manager. The Town Manager explained that the Town and School Committee with the Town Moderator created the agenda.

3. Appointments:

- a. Town Health Officer re-appointment recommendation of William Brett Mayfield as the Local Health Officer for the Municipality of Hartford, VT for a three year term.

Selectboard Member, Lannie Collins made the motion to recommend the re-appointment of William Brett Mayfield as the Local Health Officer for the Municipality of Hartford, VT for a three year term. Selectboard Member, Mike Hoyt seconded the motion. All were in favor and the motion passed.

- b. Consider the re-appointment of Bruce Riddle to the Planning Commission for a three year term beginning February 8, 2022 and ending February 7, 2025.

Selectboard Member, Mike Hoyt made the motion to re-appoint Bruce Riddle to the Planning Commission for a three year term beginning February 8, 2022 and ending February 7, 2025. Selectboard Member, Dennis Brown seconded the motion. All were in favor and the motion passed.

4. Town Manager's Report

Department's Significant Activity Report:

<https://www.hartfordvt.org/ArchiveCenter/ViewFile/Item/228>

Website Update

Dillion Walsh and I have been coordinating the update of the Town's site map in preparation for the new site from our contractor, Revize. Departments have been ensuring that documents and meeting materials are complete and are stored internally as well. We're also looking at old or

broken links and how the town's website flows. In the next week or two, we'll be launching our request for high resolution photos of all five villages to use on our new site. Revising and testing the site map is slow and tedious work – thank you to everyone for pitching in.

Police Chief Search Update

Our search firm, the International Association of Chiefs of Police, is gathering documents and beginning to schedule stakeholder interviews as they develop the candidate profile and marketing materials.

While the hiring decision ultimately rests with me, I will be convening an advisory group to help provide perspective and feedback. This group will focus on feedback related to the candidate profile and marketing materials and then as participants in the interview process. The group will be comprised of myself, the Human Resources Director, a member of the Selectboard, a staff member of the Police Department, a Hartford Department Head, and three members of the public. For two of those public spots, we are reaching out to members of our social service agencies and Hartford School District staff. Interested people can email me at tyarlott-davis@hartford-vt.org and I'll keep in touch as we firm up a kick off meeting. I anticipate that it will be a few hours of commitment to review and discuss the candidate profile and then again to participate in interviews.

Upcoming Events and Deadlines

Budget and Candidates Night – February 21, 2022 at 6:00 pm

Town and School District Meeting Day – February 26, 2022 at 10:00 am

Both meetings will be fully remote. Remote instructions, including how to call in, will be on the website, and through social media outlets.

Property Taxes are due on or before February 11th. You can bring in your payment Monday-Friday 8am to 5pm. You can also pay online by going to: <https://www.hartford-vt.org/2208/Finance-Department> and clicking on make a payment.

How to Contact the Town Manager

In order to facilitate communication with our community stakeholders, please email your questions or concerns to the Town Manager (tyarlott-davis@hartford-vt.org) as well as Board Chair Dan Fraser (dfraser@hartford-vt.org), and copy the Vice Chair Joe Major (jmajor@hartford-vt.org). We will acknowledge receipt of your email within 24 business hours and work to answer your question or concern or provide you with the appropriate non-town agency for your inquiry.

5. Board Reports, Motions & Ordinances

a. Reauthorization of the Face Covering Rule

Selectboard Member, Dennis Brown made the motion That the Selectboard reauthorize the Hartford Face Covering rule. Selectboard Vice Chair, Joe Major second the motion. 5 were in favor, 1 (Collins) was not in favor, the motion passed.

b. Outdoor Dining in Downtown White River Jct. – Presented by Hannah Tyler, Director of the Department of Public Works. Information only.

For 2022, we are advocating for a pause in the on-street dining program for these two reasons – first, for the public's safety as heavy machinery is used at times and second, so we can develop an equitable public space usage program that may be considered fairly and consistently.

c. Tax Increment Financing District FY 2020 Annual Report to Vermont Economic Progress and Development

Selectboard Vice Chair, Joe Major made the motion that the Selectboard accept

the Fiscal Year 2021 TIF Annual Report to the Vermont Economic Progress Council. Selectboard Member, Mike Hoyt seconded the motion. All were in favor and the motion passed.

d. Certificate of Highway Mileage

Selectboard Member, Dennis Brown made the motion that the Selectboard Certify the 2022 Highway Mileage. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

V. Commission Reports

Dennis Brown reported from the Conservation Commission. They met and discussed the town Forest Timber Harvest. The current plan is to harvest the wood, send it to a local saw mill and then donate it to COVER. There was some discussion of concerns about logging in the Town Forest and the committee is working to correct these.

Mr. Brown also reported on the Salamander Team. They are getting ready for the annual salamander road crossings. There have been up to 65 volunteers for this project.

Joe Major thanked Karen McNall for all she has done for the Parks and Rec, department. Karen will be going half time. Mr. Major reported from HCOREI and they are beginning the process to make plans for Juneteenth.

Ally Tufenkjian reported from the Emergency Shelter Committee. They are getting the final report to present to the Board as the committee comes to a close in March. She also reported that HCOREI is working with the school towards panel discussion at the Middle School.

VI. Consent Agenda: Selectboard Vice Chair, Joe Major made the motion to approve the Consent Agenda as listed. Selectboard Member, Lannie Collins seconded the motion. All were in favor and the motion passed.

Approve Payroll Ending: 2/5/2022

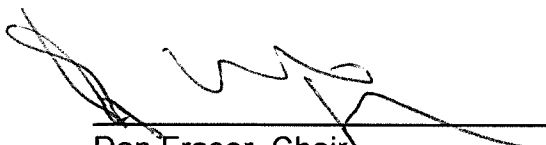
Approve Meeting Minutes of: 1/25/2022

Approve A/P Manifest of: 2/4/2022 & 2/8/2022

Selectboard Meeting Dates of: Already Approved: 2/22/2022, 3/3/2022 – Thurs.
Organizational Meeting, 3/8/2022 & 3/22/2022.

VII. Executive Session: NONE

VIII. Adjourn the Selectboard Meeting: Selectboard Member, Lannie Collins made the motion to Adjourn the meeting at 8:45 P.M. Selectboard Member Mike Hoyt seconded the motion. All were in favor and the motion passed.



Dan Fraser, Chair